

**Regular Meeting of the Finance Committee
March 10, 2025 at 5:00 PM
Council Chambers, City Hall
200 Lincoln Avenue
MINUTES**

1. Call to Order

The Regular Meeting of the Finance Committee was called to order by Councilor Romero-Wirth at 5:01 PM, on Monday, March 10, 2025, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

MEMBERS PRESENT

Councilor Carol Romero-Wirth
Councilor Signe Lindell
Councilor Jamie Cassutt
Councilor Pilar Faulkner
Councilor Lee Garcia

MEMBERS EXCUSED

OTHER PARTICIPANTS ATTENDING

Emily Oster, Director, Finance Department

3. Approval of Agenda

MOTION A motion was made by Councilor Garcia, seconded by Councilor Lindell, to Amend.

VOTE The motion Passed on a voice vote.

Item 5. a - Finance Department Staff Recognition Removed from Agenda.

4. Approval of Consent Agenda

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Amend.

VOTE The motion Passed on a voice vote.

Item k and Item o, pulled for discussion. Item o heard prior to item k.

5. Presentations

- a. Finance Department Staff Recognition. (Emily K. Oster, Finance Director;

ekoster@santafenm.gov)

- b. City of Santa Fe Gross Receipts Tax Historical Information. (Alexis Lotero, Assistant Finance Department Director; aclotero@santafenm.gov)

6. Action Items: Consent Agenda

- a. Request for Approval of the February 24, 2025 Finance Committee Meeting Minutes. (Emily K. Oster, Finance Director; ekoster@santafenm.gov)

Committee Review:

Finance Committee: 03/10/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- b. Request for Approval of Budget Amendment Resolution (BAR) in the Total Amount of \$120,000 to Pay Wells Fargo Bank Credit Card Fees. (Clarence Romero, Treasury Officer; clromero@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 02/17/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- c. Request for Approval of a Professional Services Contract with Parker Pest Control for Gopher, Structural Pest and Rodent Control in the Total Amount of \$287,778.75 Including NMGRT for a Four-Year Term. (Ryan S. Pitcher, IPM Manager; rspitcher@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- d. Request for Approval of Amendment No. 1 to Construction Contract Item #23-0164 with EMCO of Santa Fe, LLC, to Increase Compensation by \$23,460 for a New Total Amount of \$421,362.50 for Erosion Control and Bank Repair at

Arroyo de Los Chamisos. (Zoë R. Isaacson, River & Watershed Manager; zrisaacson@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- e. Request for Approval of a New Mexico Department of Finance and Administration General Fund 93100 Capital Appropriation Project Grant 24-13138 in the Amount of \$438,000 for Improvements at Los Prados Park with a Reversion Date of June 30, 2028. (Scott A. Overlie, Parks and Open Space PW Project Manager; saoverlie@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) to Allocate the DFA Funding in the Amount of \$438,000 into FY25 Parks and Trails CIP Revenue and WIP Construction.

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- f. Request for Approval of a Construction Contract with McDowell Mechanical, LLC in the Total Amount of \$10,818,750 Including NMGRT for On-Call Mechanical and Plumbing Services through December 31, 2029. (Caryn Grosse, Public Works Project Manager III; clgrosse@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- g. Request for Approval of Easement for Telecommunications Facilities with

Plateau Telecommunications, Inc. in the Amount of \$32,456.25, Including NMGRT to Install and Maintain a Telecommunications Electronics Central Office at the Genoveva Chavez Community Center. (Terry Lease, Asset Development Manager; tjlease@santafenm.gov and Nina Nguyen, Asset Development Associate; nanguyen@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- h. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$1,000,000 from FY25 Complete Streets One-Time Funding in Professional Contracts to Complete Streets WIP Design and WIP Construction for the Citywide Sidewalk Improvement Program. (Regina Wheeler, Public Works Director; rawheeler@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- i. Request for Approval of a General Services Contract with Pure Operations LLC for Water Meter Calibration and Testing in the Total Amount of \$449,200 for a Four-Year Term. (Randy Lopez, Transmission and Distribution Supervisor; rjlopez@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- j. Request for Approval of a Professional Services Contract with Molzen Corbin in the Total Amount of \$2,094,284.97 for Environmental Engineering and

Design Services for the Paseo Real Water Reclamation Facility for a Two-Year Term. (Michael Dozier, Wastewater Division Director; mldozier@santafenm.gov)

1. Request for Approval of a Budget Amendment Resolution (BAR) in the Total Amount of \$2,094,285 from Public Utilities Cash Balance to Fund WIP Design.

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- k. Request for Approval of Amendment No. 1 to Professional Services Contract Item #21-0522 with Financial Consulting Solutions Group, Inc. to Remove the Fiscal Year Cap for Amounts Payable to Contractor for Utility Rate and Financial Services. (Jesse Roach, Interim Public Utilities Department Director; jdroach@santafenm.gov)

Committee Review:

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

VOTE The motion Passed on a voice vote.

- i. Request for Approval of a Memorandum of Understanding with the New Mexico Department of Homeland Security and Emergency Management and the State Fire Marshal's Office to Promote Fire and Life Safety by Conducting and/or Assisting the State Fire Marshal's Office with Fire Code Inspections, to Enter Upon Building and Premises for the Purpose of Examination and Inspection, when Deemed Beneficial to Both Parties. (Geronimo Griego, Fire Marshal; gggriego@santafenm.gov)

Committee Review:

Quality of Life Committee: 03/05/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- m. Request for Approval of Amendment No. 3 to General Services Contract Item #22-0062 with Mittera to Increase the Compensation by \$164,000 for a New Total Amount of \$586,827.47 Including NMGRT for Printing of the Official Santa Fe Visitor's Guide for Tourism Santa Fe. (Randy Randall, TSF Executive Director; rrandall@santafenm.gov)

Committee Review:

Quality of Life Committee: 03/05/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- n. Request for Approval of a Professional Services Contract with The Life Link for Micro Community Management and Services in the Total Amount of 1,986,338.60. (Kristen Woods, Project Manager; krwoods@santafenm.gov)

Committee Review:

Quality of Life Committee: 03/05/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- o. Request for Approval of Amendment No. 1 to General Services Contract Item #23-0350 with Pallet PBC to Provide Shelter Units and Facilities with Safe Outdoor Space in the Total Amount of \$1,466,100 to Adjust for Price Increase with No Change in Total Compensation and Extend Term to June 30, 2026. (Kristen Woods, Program Manager; krwoods@santafenm.gov)

Committee Review:

Quality of Life Committee: 03/05/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Lindell, seconded by Councilor Cassutt, to Approve.

VOTE The motion Passed on a voice vote.

- p. CONSIDERATION OF RESOLUTION NO. 2025_____. (Mayor Alan Webber)
A Resolution Approving Budget Amendments for the Buckman Direct Diversion Board and Santa Fe Solid Waste Management Agency and

Requesting that New Mexico Department of Finance and Administration Approve the City of Santa Fe's Second Quarter Budget Amendments for Fiscal Year 2025. (Andy Hopkins, Budget Officer; ajhopkins@santafenm.gov)

Committee Review:

Governing Body (Introduced): 02/26/2025

Public Works and Utilities Committee: 03/03/2025

Quality of Life Committee: 03/05/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- q. CONSIDERATION OF RESOLUTION 2025____. (Councilor Amanda Chavez and Councilor Jamie Cassutt)
A Resolution Authorizing Representatives and Agents for an Agreement with the New Mexico Department of Finance and Administration, Regarding Appropriation ID Number H3359, New Mexico Department of Transportation Control Number C52333359, to Acquire Rights of Way and to Plan, Design, Construct, and Improve Governor Miles Road from Richards Avenue to Nizhoni Drive. (Regina Wheeler, Public Works Director; rawheeler@santafe.gov)

Committee Review:

Governing Body (Introduced): 02/26/2025

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025

Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

- r. CONSIDERATION OF RESOLUTION NO. 2025____. (Councilor Amanda Chavez)
A Resolution Authorizing Representatives and Agents for an Agreement with New Mexico Department of Finance and Administration, Regarding Appropriation ID Number H3360, New Mexico Department of Transportation Control Number C52333360, to Acquire Rights of Way for and to Plan, Design and Construct Bicycle and Pedestrian Improvements Along Pacheco Street Between West San Mateo Road and Alta Vista Street. (Romella Glorioso-Moss, Complete Streets Capital Projects Manager; rsglorioso-moss@santafenm.gov)

Committee Review:

Governing Body (Introduced): 02/26/2025

Public Works and Utilities Committee: 03/03/2025

Finance Committee: 03/10/2025
Governing Body: 03/12/2025

MOTION A motion was made by Councilor Faulkner, seconded by Councilor Garcia, to Approve.

VOTE The motion Passed on a voice vote.

7. Action Items: Discussion Agenda
8. Matters from Staff
9. Matters from the Committee
10. Matters from the Chair
11. Next Meeting: Monday, March 24, 2025
12. Adjourn

Meeting Adjourned at 6:00 P.M.

ERMINIA TAPIA

Liaison

Chair